

**STSM  
PROCEDURES  
(UNISYS  
TERMINAL)**

1. Sign onto CIS
2. Press CODE/F1 to clear the screen
3. Type STSM and press GO
4. Select item 8, CIS Pymnt Hist Inq from main menu, press GO
5. Select two digit year code from the prompt across the top of the screen, press GO
6. When the screen returns, enter the case number to display the payment history, press GO

This inquiry lists all warrants issued for the requested case for the requested year. The **OCCURS** field shows how many warrants were sent in the requested year for the grantee shown. The **REMAINING** field shows how many warrants remain to be displayed for the grantee shown. The **MORE GRANTEES** field indicates that the grantee changed during the requested year. Enter "N" and press GO to access the next grantee for the case. You can enter another different year for the currently displayed case number. You may also request a screen copy obtain a hard copy, if needed.

Available functions shown across the top of the screen are:

N	Next grantee for a case or the next case on the payment history.
P	Previous case or grantee on the payment history.
TRANSMIT	(GO) If REMAINING field is flashing to view additional payments.
T	Total amounts for that case number (Annual Statement, Other, and Grand Total).

7. To print the screen, press Action/Copy
8. To enter another CIS transaction press Code/F1 to clear the screen.
9. To exit CIS press Finish, then GO.